

Preliminary land Use Service (PLUS)

Delaware State Planning Coordination

540 S. DuPont Highway • Dover, DE 19901 • Phone: 302-739-3090 • Fax: 302-739-6958

Please complete this "PLUS application in its entirety. **All questions must be answered. If a question is unknown at this time or not applicable, please explain.** Unanswered questions on this form could lead to delays in scheduling your review. This form will enable the state staff to review the project before the scheduled meeting and to have beneficial information available for the applicant and/or developer at the time of review. If you need assistance or clarification, please call the State Planning Office at (302) 739-3090. Possible resources for completing the required information are as follows:

www.state.de.us/planning
www.dnrec.state.de.us/dnrec2000/
www.dnrec.state.de.us/DNRECeis/
datamil.udel.edu/
www.state.de.us/deptagri/

1. Project Title/Name: **2004 Annexation Plan Amendment - Comprehensive Plan**

2. Location: **Sussex County, Delaware - South of the City of Milford**

3. Parcel Identification #: **N/A see attached maps**

4. County or Local Jurisdiction Name: **City of Milford**

5. Owner's Name: **City of Milford**

Address: **201 South Walnut Street**

City: **Milford**

State: **DE**

Zip: **19963**

Phone: **(302) 422-6616**

Fax:

Email:

6. Applicant's Name: **Richard Carmean, City Manager, City of Milford**

Address: **As above**

City:

State:

Zip:

Phone:

Fax:

Email:

7. Engineer/Surveyor Name: **Elizabeth Brown, P.G., Davis, Bowen & Friedel, Inc.**

Address: **23 North Walnut Street**

City: **Milford**

State: **DE**

Zip: **19963**

Phone: **(302) 424-1441**

Fax: **(302) 424-0430**

Email: **keb@dbfinc.com**

8. Please Designate a Contact Person, including phone number for this Project: **Elizabeth Brown (302) 424-1441**

Information Regarding Site:	
9. Area of Project(Acres +/-): SEE TABLE 1	
10. According to the State Strategies Map, in what Investment Strategy Level is the project located? Community <input checked="" type="checkbox"/> Developing Environmentally Sensitive Secondary Developing Rural	
11. If this property has been the subject of a previous LUPA or PLUS review, please provide the name(s) and date(s) of those applications." N/A	
12. Present Zoning: Varies - primarily agriculture	13. Proposed Zoning: Primarily residential
14. Present Use: Agricultural & Forestland	15. Proposed Use: Residential
16. If known, please list the historical and former uses of the property, and any known use of chemicals or hazardous substances: N/A	
17. Comprehensive Plan recommendation: Certified Plan requires amendment to correct and update maps, revise Land Use and Annexation Plans. If in the County, which area, according to their comprehensive plan, is the project located in: <input type="checkbox"/> New Castle <input type="checkbox"/> Kent <input checked="" type="checkbox"/> Sussex <input type="checkbox"/> Suburban <input type="checkbox"/> Inside growth zone <input type="checkbox"/> Town Center <input type="checkbox"/> Suburban reserve <input type="checkbox"/> Outside growth zone <input type="checkbox"/> Developing <input type="checkbox"/> Other <input type="checkbox"/> Environ. Sensitive Dev. District <input type="checkbox"/> Low Density	
18. Water: <input type="checkbox"/> Central (Community system) <input type="checkbox"/> Individual On-Site <input checked="" type="checkbox"/> Public (Utility) Service Provider Name: City of Milford What is the estimated water demand for this project? How will this demand be met? Currently under review through Water Facilities Planning Study	
19. Wastewater: <input type="checkbox"/> Central (Community system) <input type="checkbox"/> Individual On-Site <input checked="" type="checkbox"/> Public (Utility) Service Provider Name: City of Milford/Kent County WWTP	
20. If a site plan please indicate gross floor area: N/A	
21. If a subdivision: <input type="checkbox"/> Commercial <input type="checkbox"/> Residential <input type="checkbox"/> Mixed Use N/A	
22. If residential, indicated the number of number of Lots/units: Gross Density of Project: Net Density TO BE DETERMINED AS DEVELOPMENT PROCEEDS Gross density should include wetlands and net density should exclude wetlands, roads, easements, etc..6	

23. If residential, please indicate the following:

Number of renter-occupied units: **N/A**

Number of owner-occupied units: **N/A**

Target Population (check all that apply):

Renter-occupied units

☐ Family

☐ Active Adult (check only if entire project is restricted to persons over 55)

Owner-occupied units

☐ First-time homebuyer – if checked, how many units

☐ Move-up buyer – if checked, how many units

☐ Second home buyer – if checked, how many units

☐ Active Adult (Check only if entire project is restricted to persons over 55)

24. Present Use: % of Impervious Surfaces: **N/A**
Square Feet:

Proposed Use: % of Impervious Surfaces: **N/A**
Square Feet:

25. What are the environmental impacts this project will have? **TO BE DETERMINED**

How much forest land is presently on-site? **Limited** How much forest land will be removed?

Are there known rare, threatened, or endangered species on-site? ☐ Yes ☒ No

Is the site in a sourcewater (for example, an excellent groundwater recharge) protection area? ☐ Yes ☒ No

Does it have the potential to impact a sourcewater protection area? ☐ Yes ☒ No

26. Is any portion of construction located in a Special Flood Hazard Area as defined by the Federal Emergency Management Agency (FEMA) Flood Insurance Rate Maps (FIRM)? ☐ Yes ☐ No **TO BE DETERMINED**

Will this project contribute more rainwater runoff to flood hazard areas than prior to development? ☐ Yes ☐ No If "Yes," please include this information on the site map. **TO BE DETERMINED**

27. Are there any wetlands, as defined by the U.S. Army Corps of Engineers or the Department of Natural Resources and Environmental Control, on the site? ☐ Yes ☐ No **TO BE DETERMINED**

Are the wetlands: ☐ Tidal Acres **NO**
☐ Non-tidal Acres

If "Yes", have the wetlands been delineated? ☐ Yes ☐ No

Has the Army Corp of Engineers signed off on the delineation? ☐ Yes ☐ No

Will the wetlands be directly impacted and/or do you anticipate the need for wetland permits? ☐ Yes ☐ No If "Yes", describe the impacts:

Will there be ground disturbance within 100 feet of wetlands ☐ Yes ☐ No **TO BE DETERMINED**

28. Are there streams, lakes, or other natural water bodies on the site? ☐ Yes ☒ No

If the water body is a stream, is it: ☐ Perennial (permanent) ☐ Intermittent ☐ Ephemeral (Seasonal)

If "Yes", have the water bodies been identified? ☐ Yes ☐ No

Will there be ground disturbance within 100 feet of the water bodies ☐ Yes ☐ No If "Yes", please describe :

29.	Does this activity encroach on or impact any tax ditch, public ditch, or private ditch (ditch that directs water off-site)? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, please list name:
30.	List the proposed method(s) of stormwater management for the site: TO BE DETERMINED Define the anticipated outlet location(s) for stormwater generated by the site (for example, perennial stream, tax ditch, roadside swale, storm drain system, infiltration, etc.): Will development of the proposed site create or worsen flooding upstream or downstream of the site? <input type="checkbox"/> Yes <input type="checkbox"/> No
31.	Is open space proposed? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If "Yes," how much? Acres Square Feet <div style="text-align: center;">TO BE DETERMINED</div> What is the intended use of the open space (for example, active recreation, passive recreation, stormwater management, wildlife habitat, historical or archeological protection)? TO BE DETERMINED Where is the open space located? Are you considering dedicating any land for community use (e.g., police, fire, school)? <input type="checkbox"/> Yes <input type="checkbox"/> No The City is working with the Milford School District in determining possible locations for new Middle school within this area.
32.	Does it border existing natural habitat or preserved (for example, an agricultural preservation district or protected State Resource Area) land? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If "Yes," what are they?
33.	Is any developer funding for infrastructure improvement anticipated? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If "Yes," what are they? Utility extensions, plus impact fees at the time of connection, also roadway improvements as required by DelDOT based on any traffic impact studies.
34.	Are any environmental mitigation measures included or anticipated with this project? <input type="checkbox"/> Yes <input type="checkbox"/> No <div style="text-align: center;">TO BE DETERMINED</div> Acres on-site that will be permanently protected Acres on-site that will be restored Acres of required wetland mitigation Stormwater, erosion and sediment control, and construction best management practices (BMPs) that will be employed Buffers from wetlands, streams, lakes, and other natural water bodies
35.	Has any consideration been given to nuisance species (for example, mosquitoes or Canada geese)? <input type="checkbox"/> Yes <input type="checkbox"/> No <div style="text-align: center;">TO BE EVALUATED</div>
36.	Will this project generate additional traffic? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No How many vehicle trips will this project generate on an average weekday? A trip is a vehicle entering or exiting. If traffic is seasonal, assume the peak season Traffic studies have been initiated What percentage of those trips will be trucks, excluding vans and pick-up trucks?

37. If the project will connect to public roads, please specify the number and location of those connections. Please describe those roads in terms of number of lanes, width (in feet) of the lanes and any shoulders. **TO BE DETERMINED**

38. Is any of the project's road frontage subject to the Corridor Capacity Preservation Program? ☒ Yes ☐ No

39. Please list any locations where this project physically could be connected to existing or future development on adjacent lands and indicate your willingness to discuss making these connections. **TO BE DETERMINED**

40. Are there existing or proposed sidewalks? ☒ Yes ☐ No; **bike paths** ☒ Yes ☐ No

Is there an opportunity to connect to a larger bike/pedestrian network? ☒ Yes ☐ No

41. Is this site in the vicinity of any known historic/cultural resources or sites ☐ Yes ☒ No

Has this site been evaluated for historic and/or cultural resources? ☒ Yes ☐ No **Via March 2004 PLUS review of City's annexation amendment areas**

Will this project affect, physically or visually, any historic or cultural resources? ☐ Yes ☒ No

If "Yes," please indicate what will be affected (Check all that apply)

- ☐ Buildings/Structures (house, barn, bridge, etc.)
- ☐ Sites (archaeological)
- ☐ Cemetery

Would you be open to a site evaluation by the State Historic Preservation Office? ☐ Yes ☐ No

42. Are any federal permits, licensing, or funding anticipated? ☐ Yes ☒ No

43. Will this project generate any solid waste or require any special permits within State agencies to the best of your knowledge?

☐ Yes ☒ **No special permits required**

If yes, please List them:

44. Please make note of the time-line for this project: **5-year comprehensive plan**

I hereby certify that the information on this application is complete, true and correct, to the best of my knowledge.

Signature of property owner or contract buyer

__3/31/04____
Date

Elizabeth Brown

Signature of Person completing form
(If different than property owner)

__3/31/04____
Date

This form should be returned to the Office of State Planning electronically at Dorothy.morris@state.de.us along with an electronic copy of any site plans and development plans for this site. Site Plans, drawings, and location maps should be submitted as image files (JPEG, GIF, TIF, etc.) or as PDF files. GIS data sets and CAD drawings may also be submitted. A signed copy should be forwarded to the Office of State Planning, 540 S. DuPont Highway, Ste. 7, Dover, DE 19901. Thank you for this input. Your request will be researched thoroughly. **Please be sure to note the contact person** so we may schedule your request in a timely manner.

CITY OF MILFORD DELAWARE



"THE GARDEN CITY OF TWIN COUNTIES"

OFFICE OF CITY MANAGER
(302) 422-6616
FAX # (302) 422-1120

201 S. WALNUT STREET
P.O. BOX 159
MILFORD, DELAWARE 19963

March 31, 2004

Ms. Constance Holland, AICP
The Delaware Office of State Planning Coordination
540 S. Dupont Highway
Thomas Collins Building
Suite 7, 3rd Floor
Dover, Delaware 19901

Subject: City of Milford Comprehensive Plan Amendment
Southwest Annexation Area

Dear Connie,

The City had received a formal request for annexation on December 12, 2003 for the above referenced parcels. At the same time, a number of other inquiries were accumulating, and as we had discussed at our meeting in December 2003, the City recognizes the need to amend its Comprehensive Plan.

After further review of the 2003 Update, the City has decided to proceed with a separate Plan Amendment for the Calhoun Farm and surrounding properties, on a parallel time frame with the wider ranging Comprehensive Plan amendments for the following reasons:

1. Although these properties are not included on Map No.10 - Annexation Plan, they are shown with desired land use - higher density residential - on Map No. 7A - Land Use Plan 1990. While the 2003 Update refined the City's Land Use Plan, it did not deviate from the 1990 plan. The 1990 plan extended farther to the southwest which provides information about the long-term vision for land use in the area.
2. The area includes remnants of parcels that straddle the City line. The intent of the amendment is to include these remnants and properties north and west of Herring Creek and along US Route 113. A map of the proposed Southwest Amendment Area (Figure 1) and table of properties (Table 1) is enclosed.

Ms. Constance Holland
March 31, 2004
page 2 of 2

3. Electric service lines are already in place on both the west and east sides of the properties. Water and sewer service are also readily available on both sides of US Route 113. Flow testing at the terminal ends of the system indicated that pressure and volume are more than adequate to meet the needs of the properties under a residential-build-out scenario, as shown on the City's Land Use Plan.
4. These properties fall within the State's current Developing Area strategy category. The area appears to be within the draft Strategies Level 2 and Level 3 areas. We find that land use conditions, availability of infrastructure and transportation plans for Route 113 continue to support a positive growth designation.
5. While we proceed with the various City-wide planning initiatives, the developer's schedule is such that waiting for annexation through the 4 to 6 month amendment process is costly; and the developer has the option of pursuing the project through Sussex County, with either an agreement with the City for sewer and/or water or to utilize on-site wastewater disposal systems.
 - a. The City of Milford strongly prefers to limit the use of on-site systems and private wells through annexation and connection to the City's infrastructure. This policy supports watershed nutrient reduction goals, source water protection and well head protection goals.
 - b. Should the property be developed within the City, the developer is willing to participate in pedestrian/bike interconnections leading residents to the historic Downtown Business District, the library, theater and the Riverwalk. Multi-modal interconnections to the City's center is a key component of the City's Community Development Plan. This proposal is unlikely to be implemented if the development proceeds in the County.

Although this particular amendment may not require it, we are enclosing the completed PLUS application form for your use, and a request for inclusion on the April agenda. We look forward to working with the Office of State Planning Coordination to certify this amendment to the Comprehensive Plan.

Sincerely,

A handwritten signature in dark ink, appearing to read "Richard Carmean", written over a horizontal line.

Richard Carmean
City Manager

Enclosures

City of Milford
2004 Comprehensive Plan Amendment
Southwest Annexation Plan

Table 1. Requested Changes to the Annexation and Land Use Plan

Requested Change	Property	Acreage (+/-)	Current Land Use	Proposed Land Use	Comments
Add to Annexation and Land Use Plan	1-30-3.00-261	87.7	Row crops	Residential, possible school location	Parcel divided between City and County
Add to Annexation and Land Use Plan	1-30-3.00-263.04	21.8	Wooded	Contributing open space for proposed single family residential development	Parcel divided between City and County
Add to Annexation and Land Use Plan	1-30-6.00-101	1.3	Developed Residential	If requested, as is	Elimination of on-site septic system
Add to Annexation and Land Use Plan	1-30-6.00-102	2.2	Developed Residential	If requested, as is	Elimination of on-site septic system
Add to Annexation and Land Use Plan	1-30-6.00-103	1.0	Developed Residential	If requested, as is	Elimination of on-site septic system
Add to Annexation and Land Use Plan	1-30-6.00-104	< 1	Developed Residential	If requested, as is	Elimination of on-site septic system
Add to Annexation and Land Use Plan	1-30-6.00-105	9.2	Developed Residential	If requested, as is	Elimination of on-site septic system
Add to Annexation and Land Use Plan	1-30-6.00-106	5.6	Power transmission	Power Transmission	Included to prevent enclave
Add to Annexation and Land Use Plan	1-30-6.00-108.01	< 1	Developed Residential	If requested, as is	Parcel divided between City and County

Table 1, continued. Requested Changes to the Annexation and Land Use Plan

Requested Change	Property	Acreage (+/-)	Current Land Use	Proposed Land Use	Comments
Add to Annexation and Land Use Plan	1-30-6.00-108.02	< 1	Developed Residential	If requested, as is	Parcel divided between City and County
Add to Annexation and Land Use Plan	1-30-6.00-108.03	< 1	Developed Residential	If requested, as is	Parcel divided between City and County
Add to Annexation and Land Use Plan	1-30-6.00-108	75.4	Row crops, minor wooded area	Active Adult Community, mix of housing options	Limited frontage on US Route 113
Add to Annexation and Land Use Plan	1-30-6.00-109	52.5	Row crops, minor wooded area	Active Adult Community, mix of housing options	Confirmed development plan
Add to Annexation and Land Use Plan	1-30-3.00-264	45.2	Abnd. farm house, row crops, minor wooded areas	Active Adult Community, mix of housing options	Confirmed development plan
Add to Annexation and Land Use Plan	1-30-3.00-264.01	5.9	Row crops	Active Adult Community, mix of housing options	Frontage on Walnut St.
Add to Annexation and Land Use Plan	3-30-10.00-1	41.0	Row crops and wooded	Residential	Prevention of on-site septic systems
Add to Annexation and Land Use Plan	1-30-3.00-3	1.6	Wooded	Residential	Prevention of on-site septic system
Southwest Amendment Total		352.9			








- City of Milford -
Kent and Sussex
Counties

**COMPREHENSIVE
PLAN
2004 Amendment**

**2003
Annexation Plan
and
South Amendment
Area**

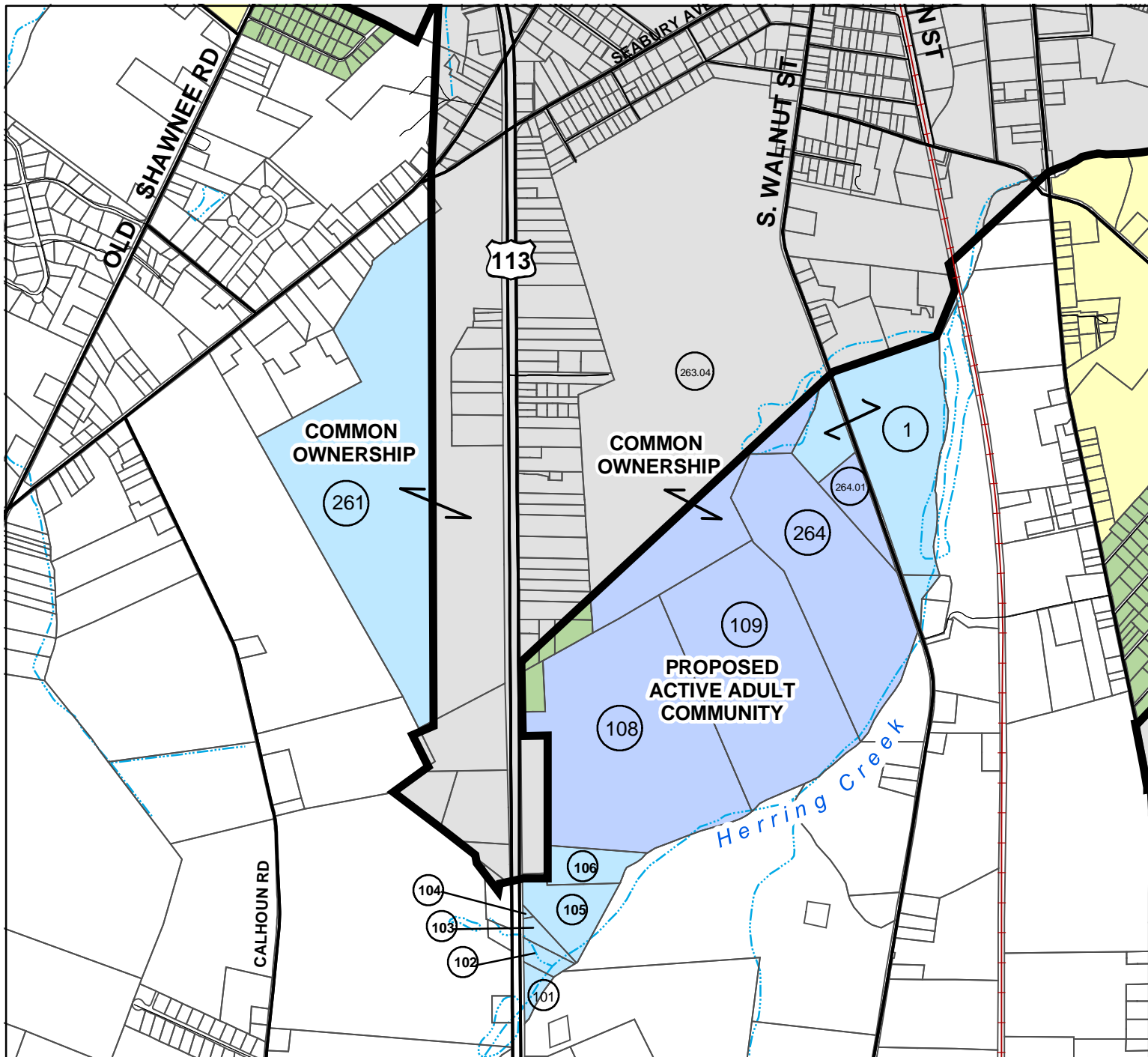
Legend

 **Milford City Limits**
Annexation Plan

-  2004-2005
-  2006-2007
-  Inquiry, Amend 2004
-  Amend 2004
-  If Requested

dbf DAVIS
BOWEN &
FRIEDEL, INC.
ARCHITECTS • ENGINEERS • SURVEYORS
SALESBURY, MARYLAND • MILFORD, DELAWARE

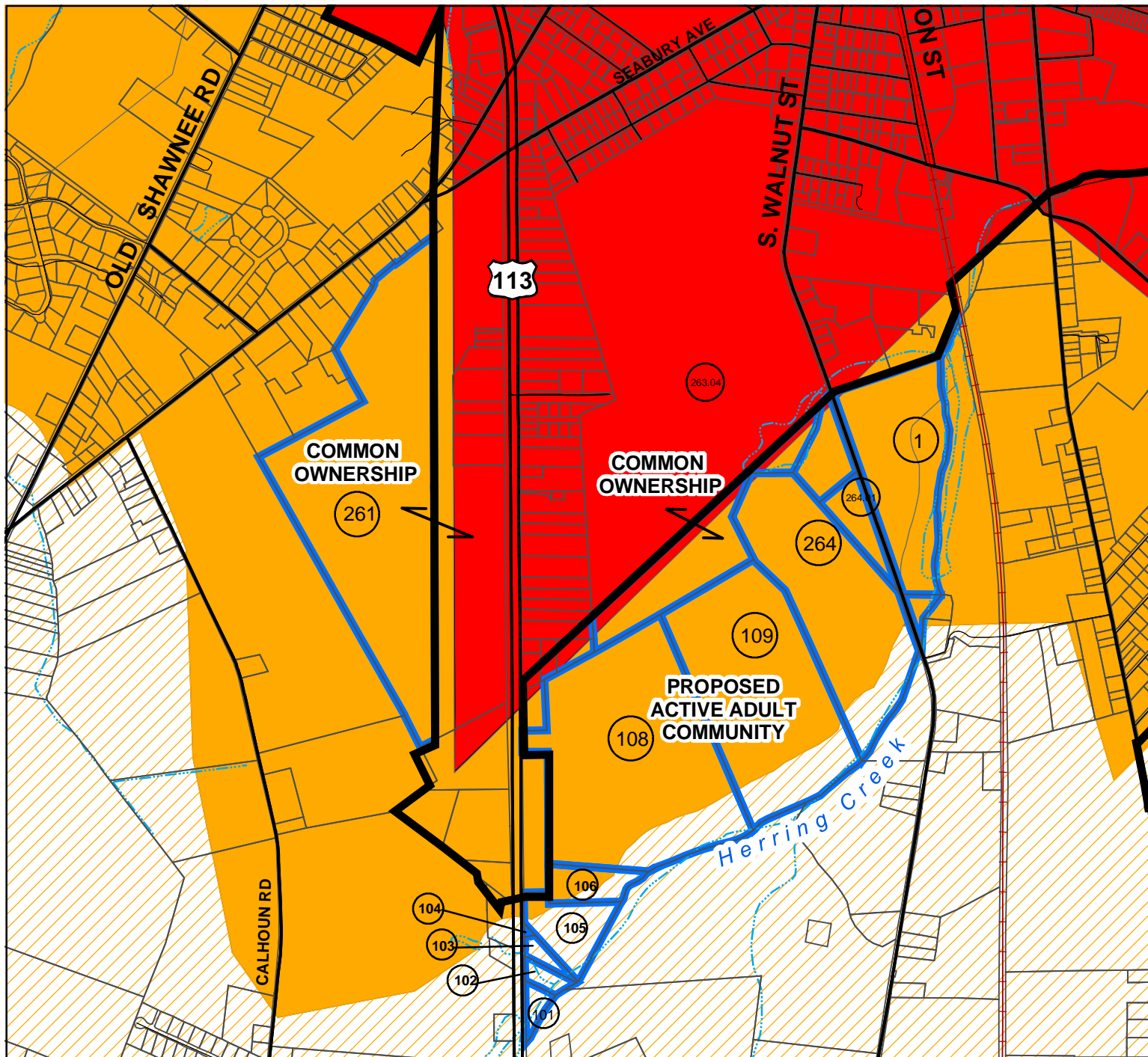
FIGURE 1



Notes: 1) Tax Parcel outlines based on GIS data available through Kent and Sussex Counties, circa 1997, with modification through the City of Milford GIS projects.
2) Framework data courtesy of DNREC, DelDOT, DGS, and the Delaware Geographic Data Committee, various releases.

0 0.125 0.25 0.5 Miles

This drawing has been prepared, in part, based on public-domain information furnished by others. While this information is believed reliable for conceptual planning purposes, Davis, Bowen & Friedel, Inc., cannot verify its accuracy and assumes no responsibility for any errors or omissions incorporated into it.



N
MAR 04



- City of Milford -
Kent and Sussex
Counties

COMPREHENSIVE PLAN 2004 Amendment

CURRENT STATE STRATEGIES

Legend

- Milford City Limits
- 2003 State Strategies
- Community
- Developing Area
- Secondary

FIGURE 2

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- City of Milford -
Kent and Sussex
Counties

COMPREHENSIVE PLAN 2004 Amendment

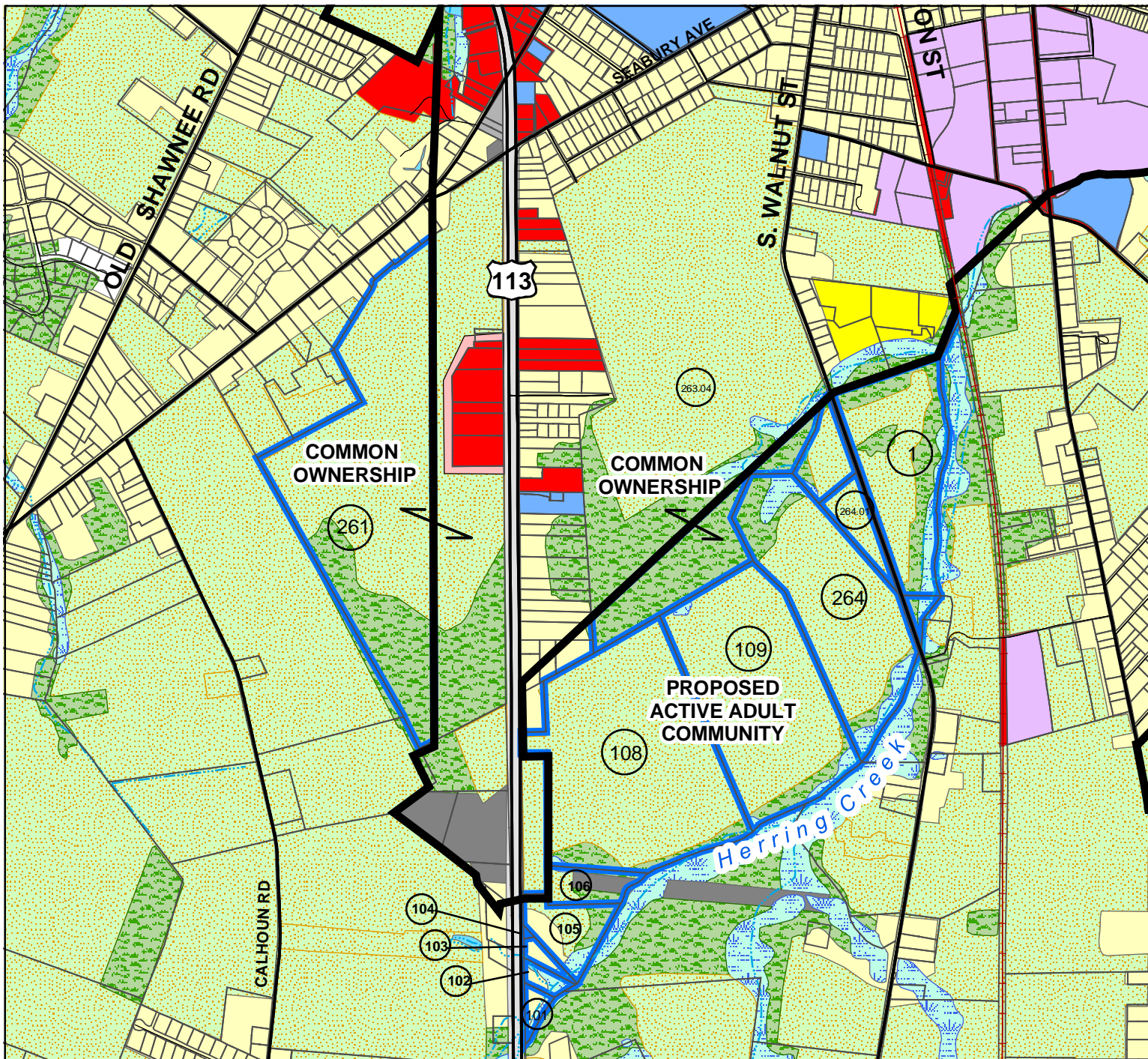
CURRENT LAND USE

Legend

- Milford City Limits**
- Single-family Residential
- Multi-family Residential
- Agricultural
- Forestland
- Industrial
- Institutional/Government
- Retail
- Other Commercial
- Recreational
- Transition
- Transportation/Communication
- Utility
- Water
- Wetlands

FIGURE 3

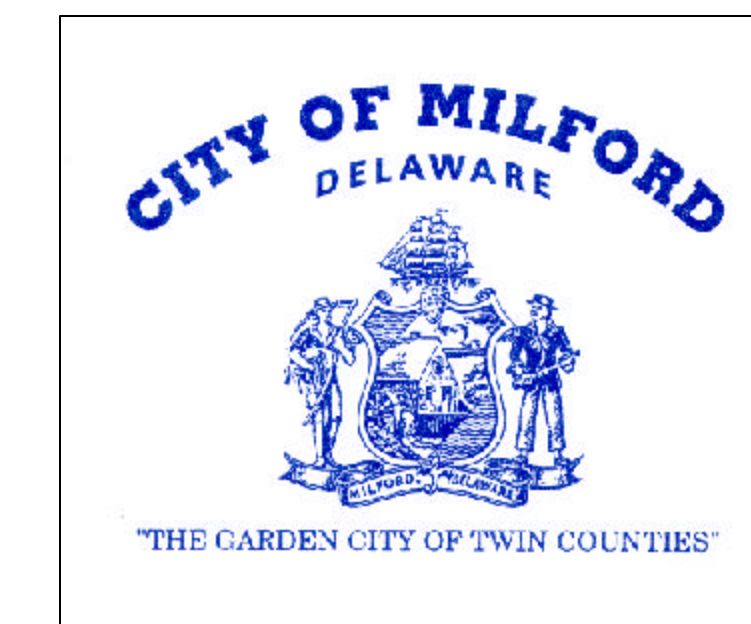
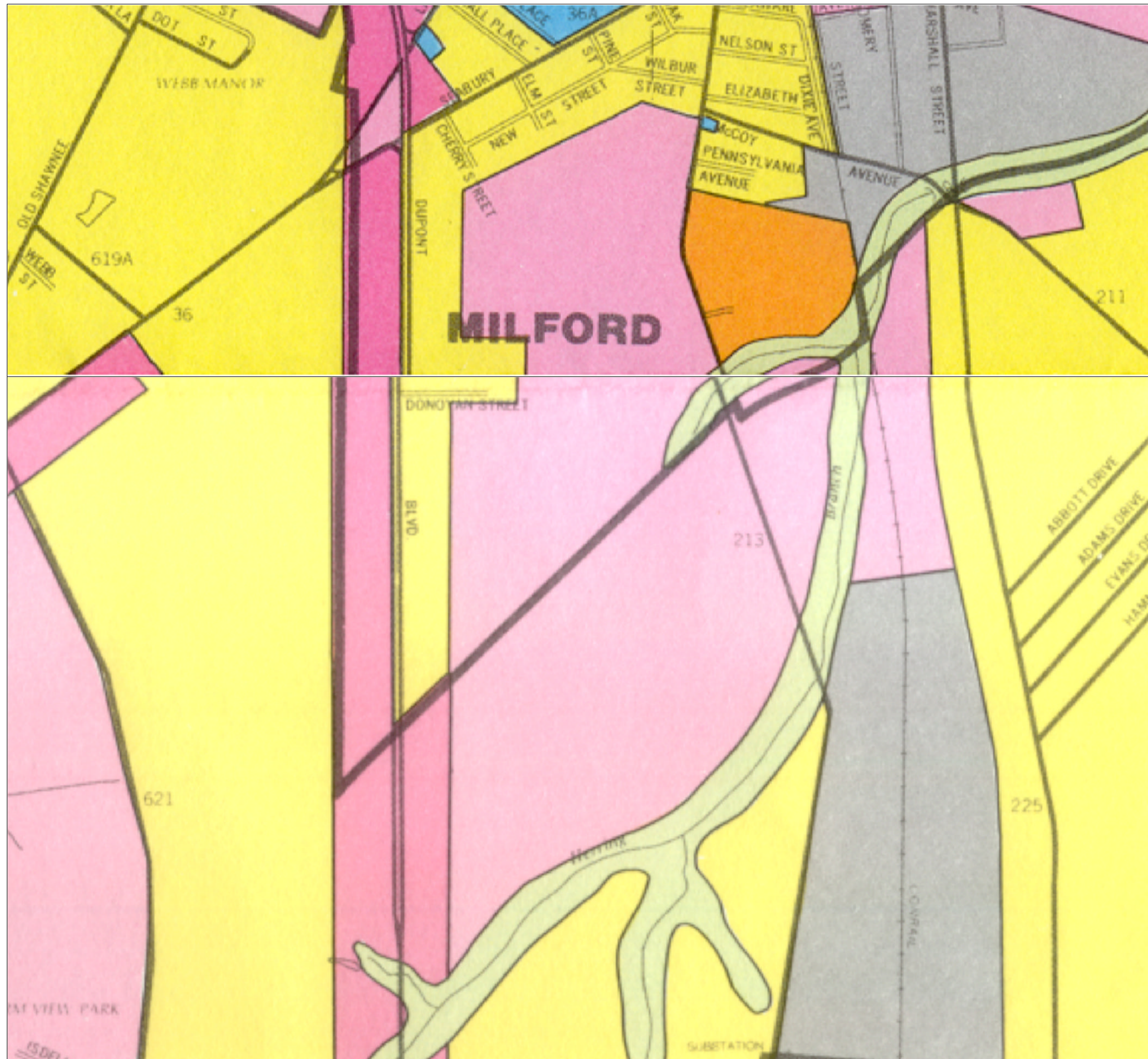
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— City of Milford —
Kent and Sussex
Counties

COMPREHENSIVE
PLAN
2004 Amendment
South Area

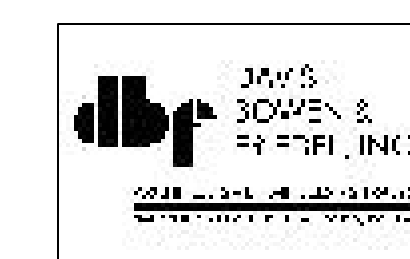
LAND USE PLAN
1990

Legend

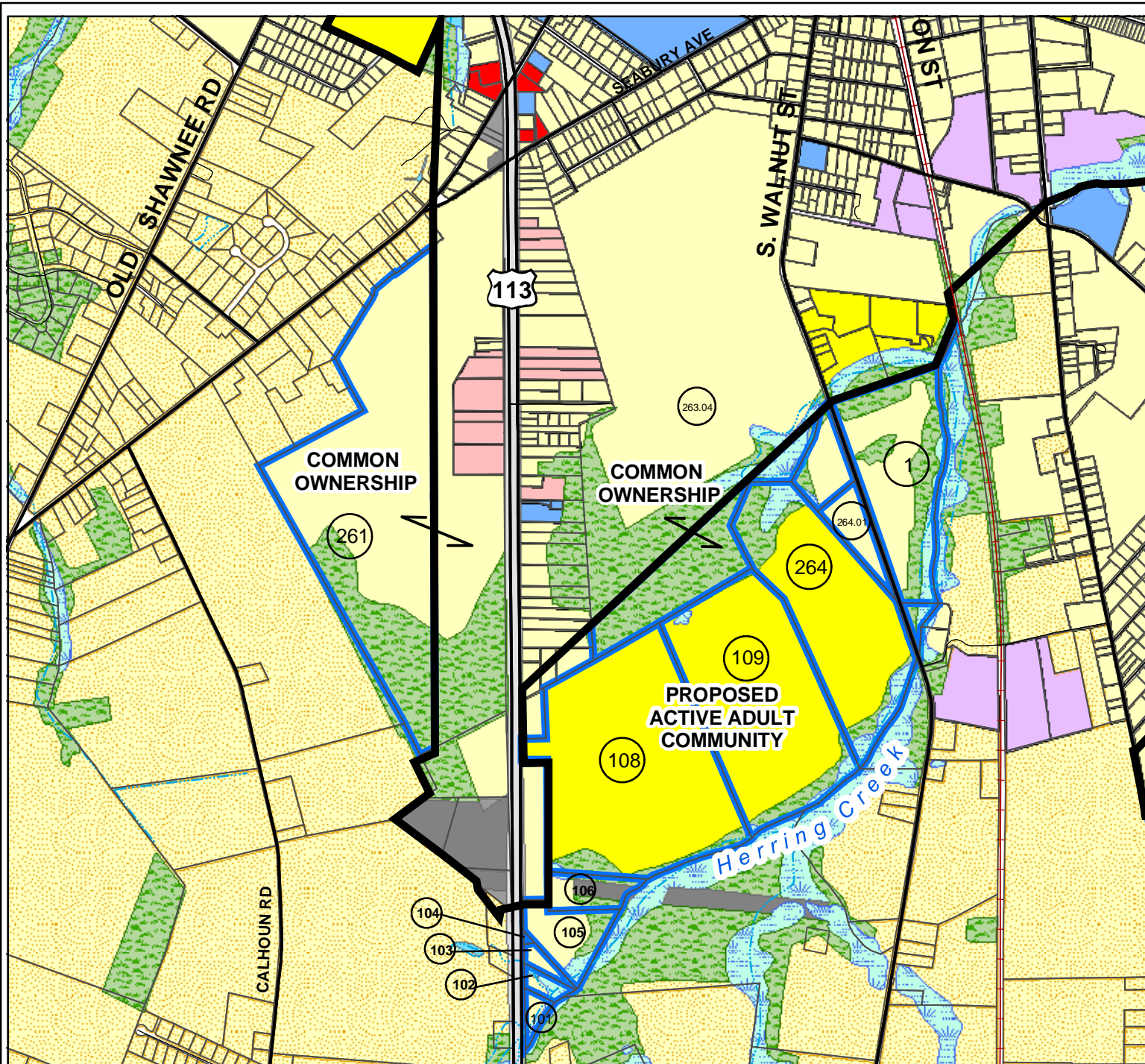
- City Boundary
- Greater Milford Area Boundary
- Commercial/Business
- Residential — Single Family Detached
- Residential — Single-Family Attached
- Residential — Multi-Family
- Industrial
- Floodway/Natural Area
(Undeveloped Open Space)
- Parks/Recreation
- Community Related

FIGURE 4

FEATURES NOT SHOWN TO SCALE



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N
MAR 04



- City of Milford -
Kent and Sussex
Counties

COMPREHENSIVE PLAN 2004 Amendment

PROPOSED LAND USE Legend

- Milford City Limits**
- Single Family Residential
- Single and Multi-Family
- Residential and Commercial
- Open Space
- Commerical
- Industrial
- Institutional
- Agriculture with Residential
- Agricultural
- Utility
- Forestland
- Institutional/Government
- Recreational
- Transportation/Communication
- Water
- Wetlands

FIGURE 5

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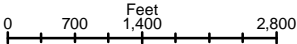
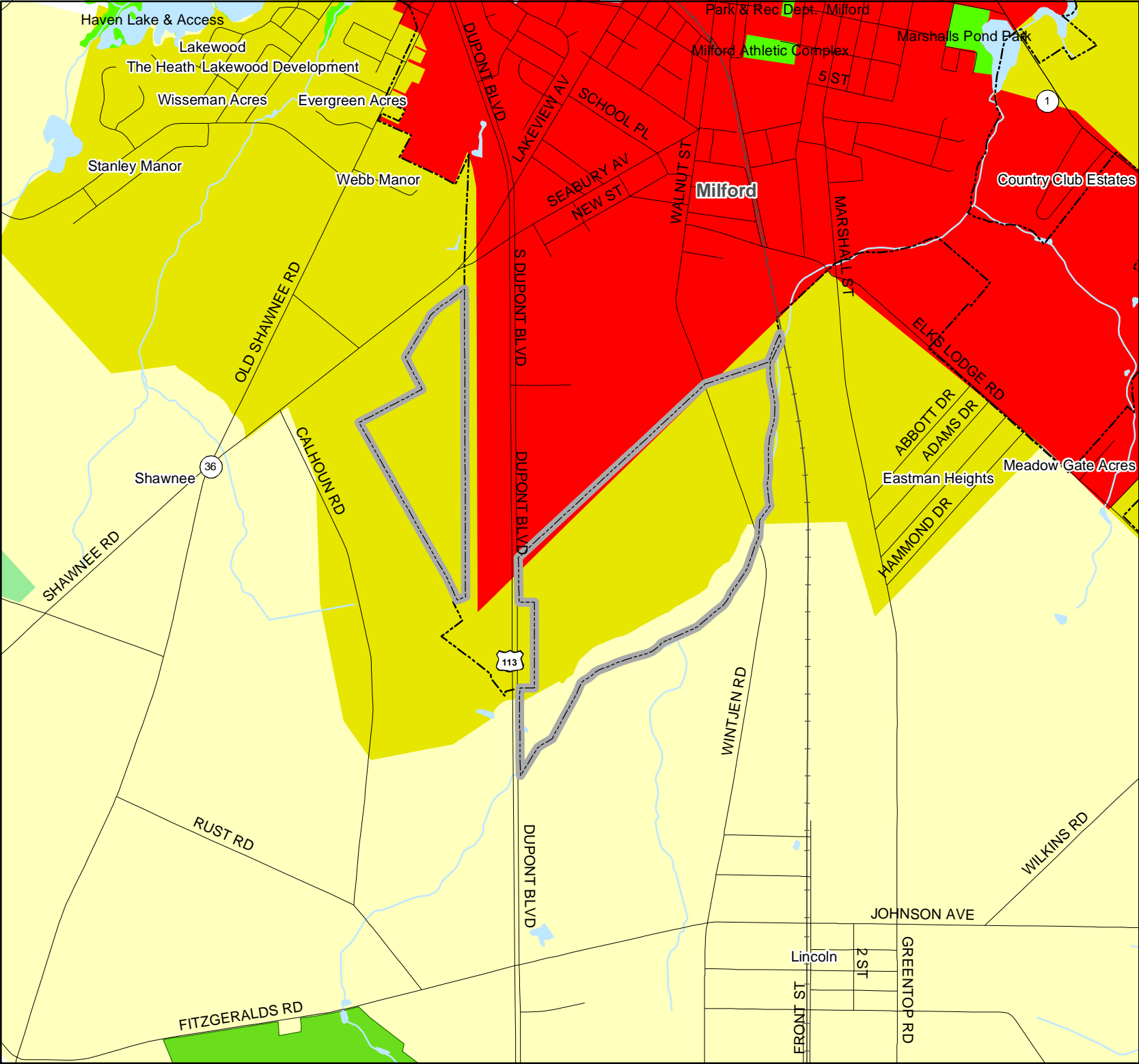
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Preliminary Land Use Service (PLUS)

Milford Comp Plan Amendment
2004-04-06

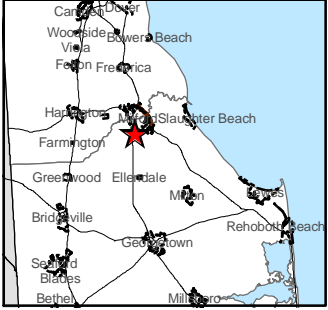
- Project Area
- Municipalities
- Public-Owned
- Ag District
- Purchased Dev. Rights
- State Strategy Level**
- Community
- Developing Area
- Secondary
- Sensitive
- Rural



1:24,000



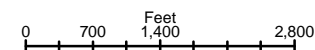
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www.state.de.us/planning



Preliminary Land Use Service (PLUS)

Milford Comp Plan Amendment
2004-04-06

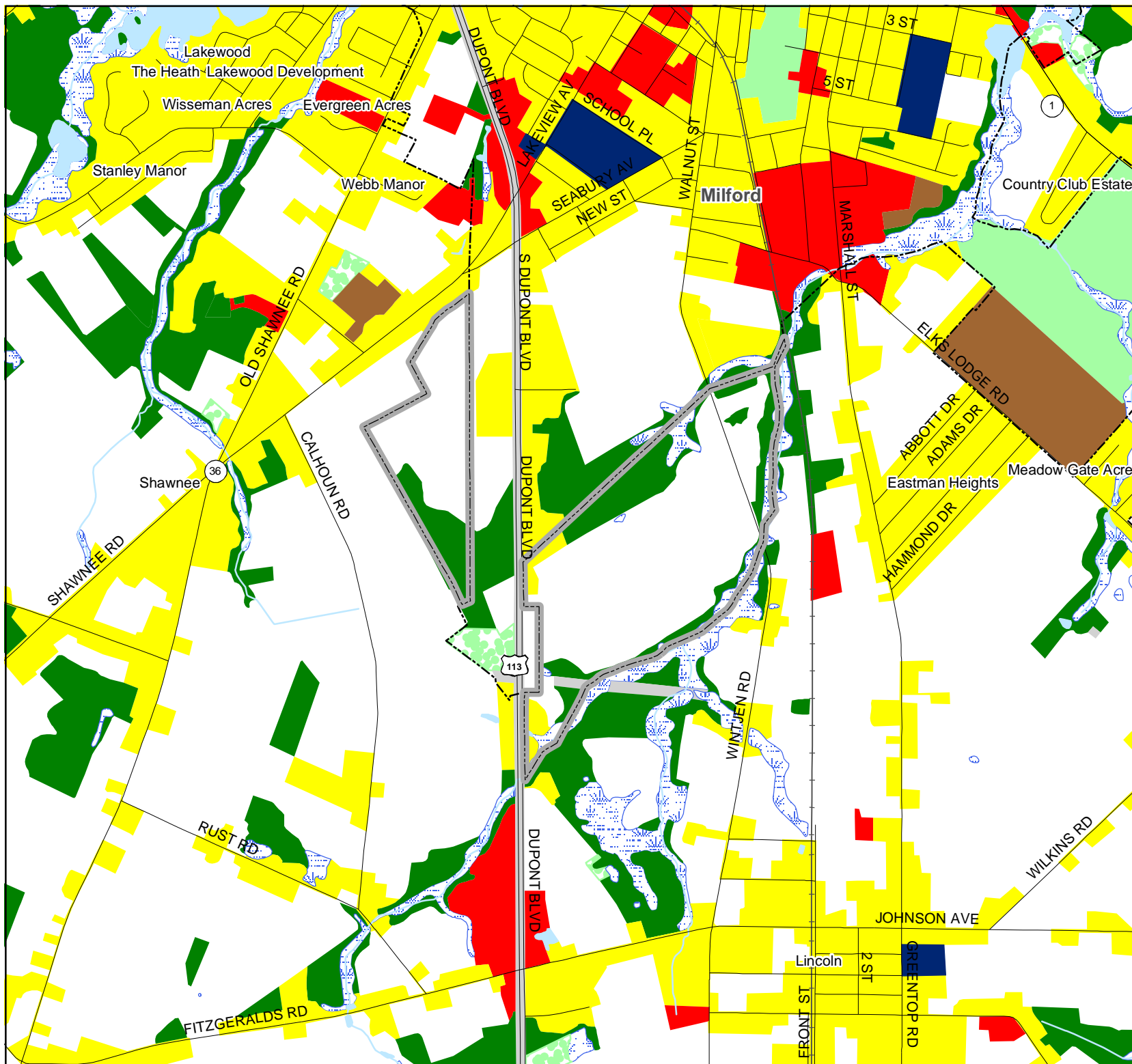
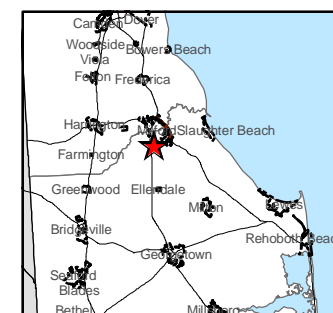
-  Project Area
-  Municipalities
- 2002 Land Use/Land Cover**
-  Residential
-  Commercial/Urban
-  Industrial
-  Trans./Comm./Utilities
-  Institutional/Governmental
-  Recreational
-  Agriculture
-  Scrub/Clear Cut
-  Forest
-  Water
-  Wetlands/Wet Woods
-  Beach/Sandy Area
-  Extraction/Transition



1:24,000



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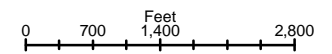
Preliminary Land Use Service (PLUS)

Milford Comp Plan Amendment

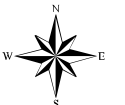
2004-04-06

2002 False-Color
InfraRed Orthophotography

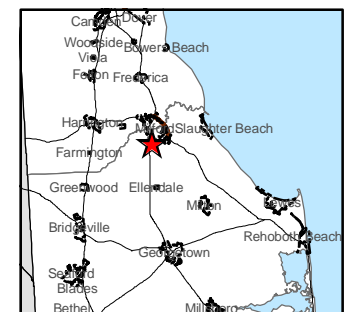
-  Project Area
-  Municipalities



1:24,000



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State Planning Coordination.
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CITY OF MILFORD DELAWARE



"THE GARDEN CITY OF TWIN COUNTIES"

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March 12, 2004

Ms. Connie Holland, AICP
State Planning Coordinator
Office of State Planning Coordination
Suite 7, 3rd Floor
Dover, DE 19901

Subject: City of Milford 1st Annual Report on the Comprehensive Plan

Dear Connie,

The City of Milford is pleased to submit its 1st Annual Report on the Comprehensive Plan, as required by Title 22 § 702(g) of the *Delaware Code*. As required by code, this report describes the implementation of the plan, and identifies current development activities, new development trends and City Planning initiatives.

2003 Comprehensive Plan Implementation

On February 28, 2003 the Milford City Council adopted the 2003 Update of the Comprehensive Plan. The Plan and its maps are posted on the City's new website for public use.

Economic Development Plan

The Industrial Park and Greater Milford Business Park were promoted through the City's new website. Site plans for two new enterprises have been reviewed for the Industrial Park. All parcels in the southern half of the City's Business Park have been sold. Significant interest in large enterprise use for the north half of the Business Park has been generated. With the assistance of Delaware Economic Development Office, the empty retail space (former Wal-Mart store) is now being used for catalog order processing. Office space in the City's Washington Street water plant is being renovated to accommodate the Greater Milford Chamber of Commerce.

Housing Plan

Residential properties in both Kent and Sussex counties have been nominated for consideration for Community Block Grant for renovation and restoration. Interfaith Housing, Inc., which currently manages low-cost apartment housing on Route 113/Rt. 1 in Kent County has requested annexation in order to lower its water rates from out-of-town to in-town rates, and to take advantage City services to proposed new low-cost single family residences. The City is also working with the Milford Housing Development Corporation in locating additional affordable housing in southeastern area of Milford (Sussex County).

Cultural Resources Plan

New signs indicating the location of a Historic district have been placed on major roadways entering the three historic districts. The signs were funded through Downtown Milford, Inc., a non-profit organization dedicated to promoting Milford's downtown business district. The Milford Museum has erected a new sign at the Museum site. Renovation and maintenance continues on the Parson Thorne Mansion, sponsored by the Milford Historical Society.

The Parks Plan

Redevelopment of a former dry cleaners site to additional parking for the tee-ball program will be completed in the 2nd quarter of 2004. Additional lands on Silver Lake have been added to the Mispillion Greenway.

The Recreation Plan

The skate board park has been constructed at the Washington Street Water Plant. The park utilizes existing paved areas and fencing in an area already served by the Riverwalk and adjacent to the basketball courts.

Environmental Plan

The City of Milford has seized on the opportunity to move its environmental initiatives forward through the Tree City USA program. Obtaining the Tree City USA designation will provide educational opportunities, promote the value of trees as part of community design, and tell visitors that here is a community that cares about its environment. Gaining and retaining Tree City USA recognition is an award to City employees, volunteers and others who work on behalf of better care of a community's trees. Non-involved citizens, too, often share a sense of pride that theirs is a Tree City USA.

The educational out reach and Tree Ordinance now being developed will translate to better care of trees on private property and a willingness to support riparian buffers along water ways and landscaped screening options along property lines, as required in parts of the zoning code.

Currently the City has a committee in place that is working on the tree ordinance and annual community forestry work plan. An Arbor Day Observance and Proclamation is scheduled as part of the April "Bug and Bud Festival."

Annexation Plan

During 2003, the following properties were annexed into the City.

Property Reference	Tax Parcel ID	Area
Country Life Homes (Isaacs Property)	Sussex 3-30-15-22	122 acres
Matlinds Estates Subdivision	Sussex 3-30-11-6.07, 351 to 409 inclusive	+/- 50 acres
Thomas P. Webb and Francis Webb	Kent MD-00-163-02 part of 77, all of 77.01, 77.02, 77.03, 77.04, 79.02	26.9 acres

Current Development Activities

A major fire devastated one block of commercial buildings on North Walnut Street in May, 2003. Clean up of the fire-damaged buildings was largely completed by September, which permitted reopening of the street to two-way traffic and parking. Included in the damaged site was the Delaware Music School which re-opened in restored and enlarged facilities in November, 2003.

Work continues on the Second-hand Prose Book Store, the Milford Tavern and the historic Wiley building, which is being renovated to a pub. The Wiley building was originally three stories, however, it was not economically feasible to restore the building to its original height. The building's keystone insignia block was preserved during demolition of the damaged building and has been re-set in the new second floor facade.

A map showing the major residential, commercial and public works project under way within Milford is enclosed.

New Development Trends

The City of Milford has experienced greater than forecast population and business growth over the past year. In particular, new residential developments have been proposed for large undeveloped properties within the City as well as within and around the periphery of the current Annexation Plan.

City Planning Initiatives

Water and Wastewater Facilities Management Plans

In response to the strong economic growth, the City is engaged in a significant evaluation of its wastewater and water systems. The studies include updating the City's facilities system maps, developing demand and capacity comparisons for geographic sectors of the City, estimating long-term growth for the sectors based on build-out scenarios, redevelopment potential and eventual annexations. The plans will include 10-year growth strategies and system maintenance guidance. These plans will address compatibility with both the City's and Counties comprehensive plans, health and environmental consequences, and operation and maintenance costs.

2004 Amendment to the Comprehensive Plan

On February 5, 2004, representatives from the City of Milford and Davis, Bowen & Friedel, Inc., met with David Edgell and Ann Marie Townsend, Office of State Planning, to discuss the changing development conditions in Milford and to assess the current Comprehensive Plan. In particular, the City will be revising its Annexation Plan and Land Use Plan. In addition, proposals being considered by DelDOT for a number of significant roadways in the Milford area require coordination between the City and DelDOT as these plans evolve.

At that meeting, it was agreed that the City's Comprehensive Plan should be amended, as follows:

- Population Projections

- Annexation, including Analysis of Surrounding Land Uses and Annexation Plan

- Community Development Strategy and Community Design Plan

- Land Use Plan

- Infrastructure and Utilities, including Water, Wastewater and Transportation Plan

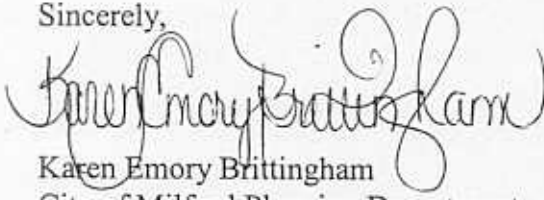
- Government Services, Community Facilities and Recreation Plans

Most of the maps included in the current City of Milford Comprehensive Plan will also be updated.

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A preliminary review of the revision to the Annexation Plan is scheduled for March 24, 2004 through the PLUS process. Completion of the facilities plans and the 2004 Amendment is August 2004, when the final plans will be again submitted to the Office of State Planning Coordination for PLUS review and comment. The City appreciates OSPC's assistance to date in the planning process and looks forward to presenting the City of Milford's accomplishments in the years to come.

Sincerely,

A handwritten signature in cursive script, appearing to read "Karen Emory Brittingham".

Karen Emory Brittingham
City of Milford Planning Department

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Copy: Ms. Elizabeth Brown, P.G. - Davis, Bowen & Friedel, Inc.

